

The State of Utah Environmental Certification Program (ELCP) certifies environmental laboratories across the United States through two separate processes. These processes are: Utah certification by on-site survey and Utah certification by NELAP recognition. The ELCP primary focus is to certify laboratories to perform promulgated methods under:

1. 40 CFR Section 136, Clean Water Act (CWA);
2. 40 CFR Section 141, Safe Drinking Water Act (SDWA); and
3. SW-846, Resource Conservation and Recovery Act (RCRA).

If you wish to download an application for environmental laboratory certification please visit our website at <http://www.health.state.ut.us/els/labimp> . If you have any problems downloading the application, please contact the ELCP administrative staff at (801) 584-8469 or fax an application request to (801) 584-8501.

The certification process by on-site survey is accomplished in five steps. They are:

1. Application – An application is requested and submitted. Upon receipt, the ELCP will review the application packet for completeness and invoice the laboratory.¹ If any information is omitted or incomplete, the administrative section will request this information. The application is pending until all information is received completing the application packet and the invoice is paid.
2. Technical Review – The assigned certification officer reviews the application packet to assess the technical aspects/operations of the laboratory required by NELAC.
3. On-Site Survey – This assessment is required to fulfill Utah rules. During this phase of the process, a survey team will spend three to five days at your laboratory.
4. Survey Report/Correction Action – Your laboratory will receive a survey report listing the findings of your on-site survey. You are required to respond to this report within 30 days of receipt detailing your laboratory's corrective action plan to correct the identified deficiencies. You will receive two chances to adequately meet Utah standards during this step of the certification process.
5. Certification/Denial – The final step in the certification process finds your certification officer either accepting or rejecting your correction action plan (1st or 2nd as applicable). If accepted, your laboratory may obtain certification for

¹ The laboratory will be assessed a fee according to the number and types of analytes and methods requested, an annual fee (\$5,000.00 for out-of-state laboratories, and \$500.00 for in-state laboratories), and all on-site travel costs associated with the certification process will be assessed following the on-site visit. Initial application fees are payable prior to the on-site evaluation and the travel fees must be paid before the granting of certification.

the methods and analytes you requested. If your second plan is not acceptable, your certification request will be denied and your laboratory may resubmit an application in six months.

The certification process by recognition is accomplished in four steps. They are:

1. Application – An application is requested and submitted. The application is then forwarded for administrative review.
2. Administrative review – The application is reviewed for completeness and an invoice² generated. If any information has been omitted, the laboratory will be required to submit the information before the application can be processed. The application is pending until it is complete. When all parts of the application are received by the ELCP the package will be forwarded for assessment.
3. Assessment and Certification– The assigned surveyor will assess the application to determine if the requested analytes/methods warrant certification. If accepted, the applicable certification letters will be generated containing the approved analytes/methods the laboratory has requested.

² The certification cost for laboratories seeking Utah certification through recognition shall include fees for the requested analytes/methods and an annual fee of \$400.00.